



2003

TRNGCOM COMMANDER'S CONFERENCE

Adjutant

Maj Bruce Piner



TOPICS

- FITNESS REPORTS
- AWARDS
- OFFICER PACKAGES



SCHOOL FITREPS



- **CG - RS FOR FORMAL SCHOOL COMMANDERS**
- **CG - RO FOR FITREPS WRITTEN BY SCHOOL COMMANDERS**
- **CG - THIRD OFFICER SIGHTER FOR ADVERSE REPORTS REQUIRING GENERAL OFFICER'S SIGNATURE**



DETS FITREPS

- CG - RO FOR DESIGNATED DET COs, OICs, AND REPRESENTATIVES
- CG - THIRD OFFICER SIGHTER FOR ADVERSE REPORTS REQUIRING GENERAL OFFICER'S SIGNATURE
- ADMIN REVIEWS - REQUIRED FOR FITREPS W/O A MARINE AS RS OR RO



AWARDS

- BREVITY ENCOURAGED
- SPELL OUT UNFAMILIAR ACRONYMS
- NMCCM - 1-2 PAGE SOA
- MM - 2 PAGE SOA
- LM - 2 -3 PAGE SOA
- AT TRNG CMD 60 DAYS PRIOR TO RETIREMENT/TRANSFER
- GOOD CITATION



OFFICER PACKAGES



- MARADMIN 345/03
- CHECKLIST WITH EACH PACKAGE
- ENSURE COMPLETENESS -
FORMAT
- FOLLOW THE ORDERS ON
ENDORSEMENTS
- WAIVERS - FULLY JUSTIFIED IN
CO's ENDORSEMENT



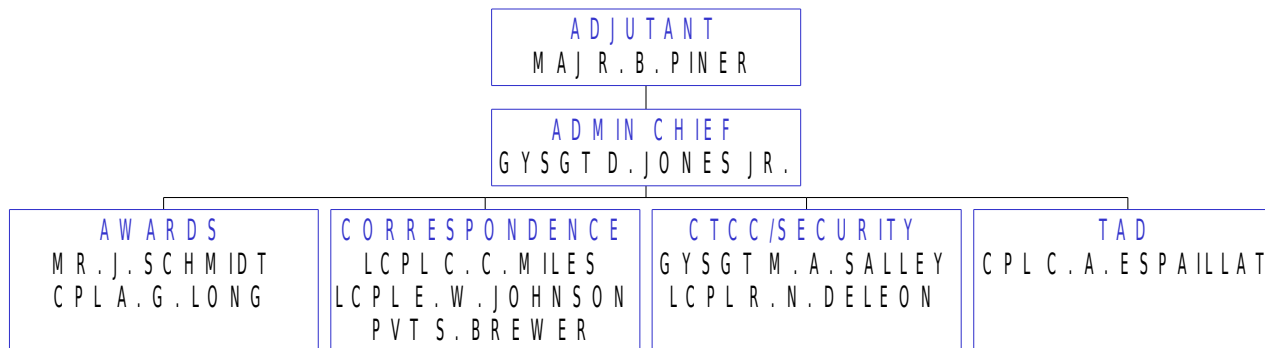
OFFICER PKGS DUE DATES



- MECEP 15 SEP 03
- ECP/MCP
- 185TH OCC 17 SEP 03
- 87TH OCC 18 MAY 04
- WO (REG) 29 JAN 04
- WO (RES) 1 MAR 04
- WO (GUNNER) 12 APR 04
- WO (RECRUITER) 14 MAY 04



TECOM/TRNG CMD ADJUTANT





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